

DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES

JOB OPPORTUNITY  
SUPERVISING NURSE

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** State Employees

**Location:** Connecticut Valley Hospital – General Psychiatry Division – Nursing Support – Middletown, CT

**Job Posting No:** CV-24429

**Hours:** 2<sup>nd</sup> Shift – 80-80-80 – Every Other Weekend – 3:00 p.m. – 11:30 p.m. - 40 hours weekly

**Salary:** \$77,241 Annually

**Closing Date:** August 13, 2012

**Duties may include but not limited to:** Incumbents in this class act as shift supervisor of a large building or group of wards. When assigned to shifts covering weekends, evenings, nights and holidays, incumbents may be responsible for a larger number of patients/clients, wards and staff. In a facility, incumbents are responsible for supervising all nursing personnel and ward staff. Incumbents may be responsible for overseeing all nursing functions in the absence of a Director of Nursing.

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

**General Experience:** Four (4) years of experience as a Registered Professional Nurse in a hospital, regional, institutional or psychiatric setting.

**Special Experience:** Two (2) years of the General Experience must have been at the level of a Head Nurse, Head Nurse (Correctional Facility), Forensic Head Nurse or Clinical Nurse Coordinator working with the type of patients/clients serviced by the agency.

**Special Requirements:** Incumbents in this class must possess and retain a license or temporary permit as a Registered Professional Nurse in Connecticut. Incumbents in this class maybe required to travel.

**Working Conditions:** Incumbents in this class may be required to lift and restrain patients/clients; may have exposure to communicable/infectious diseases and risk of injury from assaultive/abusive patients/clients; may be exposed to disagreeable conditions.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment to:

Doreen Clemson, Human Resource Associate  
Connecticut Valley Hospital – Human Resources Division  
PO BOX 351 – Silver Street – Page Hall - Middletown, CT 06457  
Fax: (860) 262-5055 - E-Mail: doreen.clemson@ct.gov

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. P-1